# PELAPORAN SKP MELALUI SIPO

SUB BIDANG DATA DAN INFORMASI BKPSDM TULUNGAGUNG

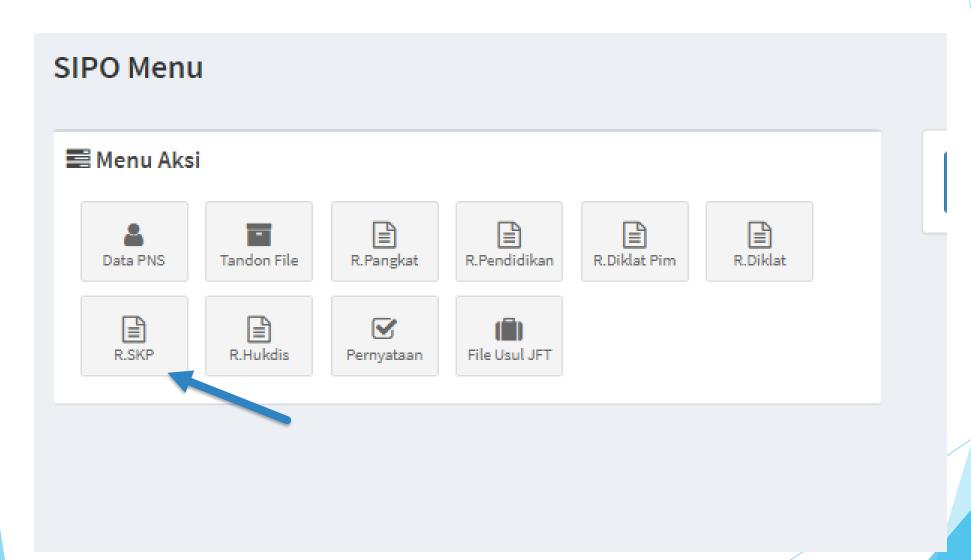
#### **ALUR PELAPORAN**

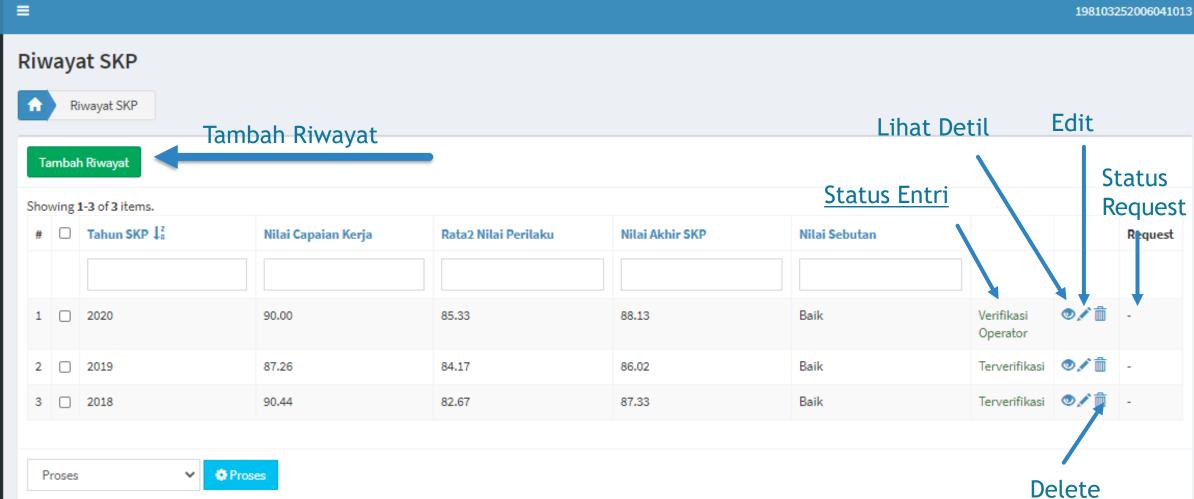
- Pelaporan Mandiri (User masing-masing Pegawai)
- Pelaporan Oleh Operator
- Verifikasi Laporan (Operator dan BKD)
- Pengiriman Berkas Laporan
- Desk (Sub Bidang Kinerja)

### Laporan Oleh Setiap Pegawai

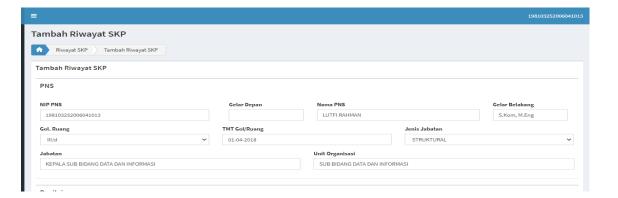
- Login ke SIPO (<a href="https://sipo.bkd.tulungagung.go.id">https://sipo.bkd.tulungagung.go.id</a>)
- Login NIP password ....
- Masuk Menu Riwayat SKP
- Entri data SKP
- Simpan
- Lampirkan Berkas Scan SKP
- Verifikasi

## Menu Riwayat SKP





#### Entri Data Pribadi



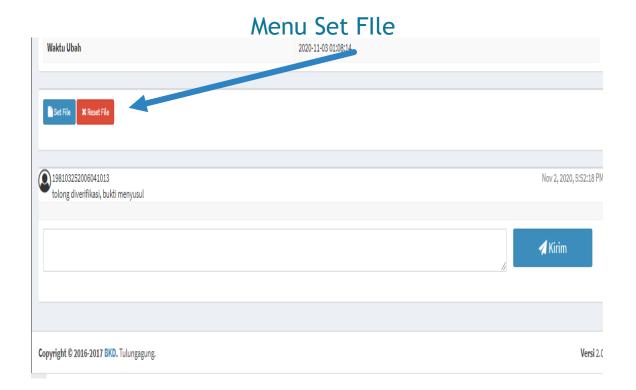
#### Melengkapi Data Penilai dan Atasan Penilai

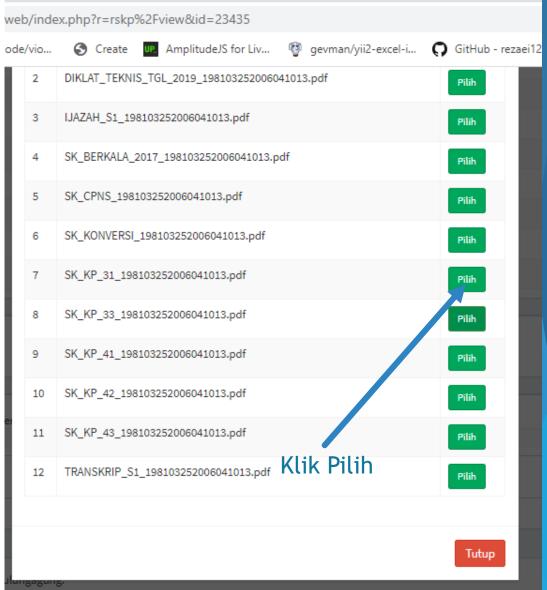


#### Melengkapi data Nilai SKP

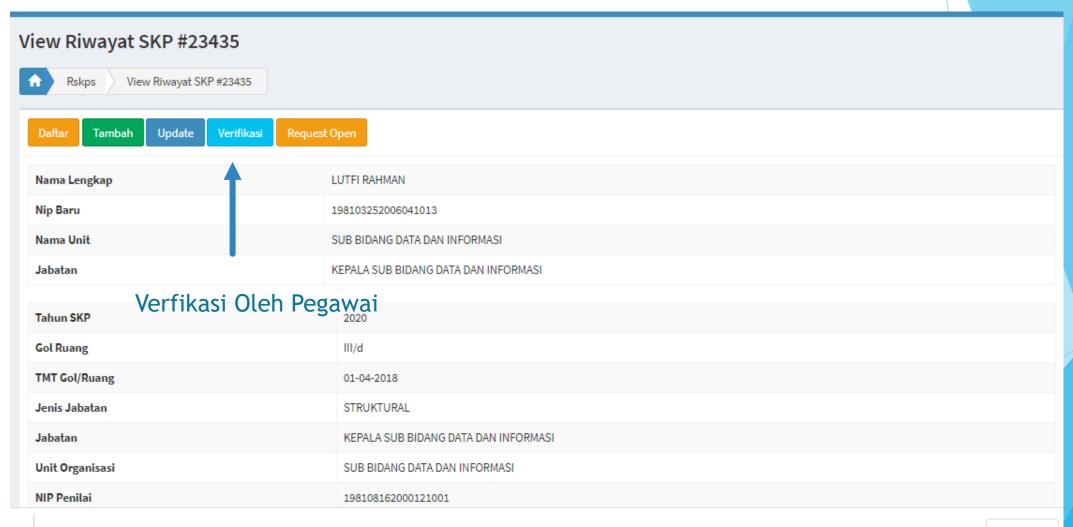
| Masukkan NIP atau Nama                        |                              | - Q                          |                              |                                 |
|---|------------------------------|------------------------------|------------------------------|---------------------------------|
| NIP Atasan Penilai                            | Glr. Depan Atasan Penilai N  | ama Atasan Penilai           |                              | Glr. Belakang Atasan<br>Penilai |
| Gol. Ruang Atasan Penilai                     | TMT Gol/Ruang Atasan Penilai |                              | Jenis Jabatan Atasan Penilai |                                 |
| abatan Atasan Penilai                         | Un                           | it Organisasi Atasan Penilai |                              |                                 |
| ahun SKP Gunakan Tanda Koma ( , ) Ut          | ntuk Pemisah Nilai Desimal   |                              |                              |                                 |
| illai Capaian Kerja Nilai Capaian Kerja x 60% |                              |                              |                              |                                 |
| Orientasi Pelayanan Integritas                | Komitmen Di-                 | iplin                        | Kerjasama                    | Kepemimpinan                    |
| lumlah Perilaku Rata2 Nilai Perilaku          | Rata2 Nilai Perilkau x 40%   |                              |                              | 7                               |
| Nilai Akhir SKP Nilai Sebutan                 |                              |                              |                              |                                 |
| 🗸   |                              |                              |                              |                                 |
| Save  | Masukl                       | kan Nila                     | ai "0" u                     | ıntuk                           |
|   |                              | kan Nila<br>impina           |                              | ıntuk                           |

### Kelengkapan Berkas





#### Verifikasi



## Verifikasi Operator

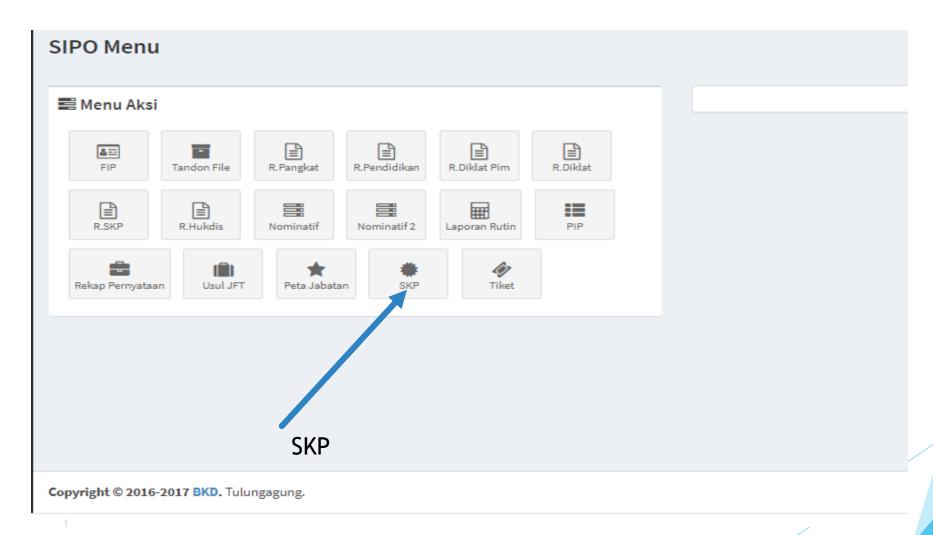
| 1 | LUTFI RAHMAN<br>198103252006041013   | BADAN KEPEGAWAIAN DAN<br>PENGEMBANGAN SUMBER<br>DAYA MANUSIA | 2020 | 90.00                     | 85.33      | 88.13 | Baik  | Verifikasi Operator | - | <b>◎</b> ∕ 🗓 |
|---|--------------------------------------|--|------|---------------------------|------------|-------|-------|---------------------|---|--------------|
| 2 | BIG SISWANTORO<br>198005032006041020 | BADAN KEPEGAWAIAN DAN<br>PENGEMBANGAN SUMBER<br>DAYA MANUSIA | 2020 | 87.00                     | 85.80      | 86.52 | Baik  | Verifikasi Operator | - | <b>◎</b> ∕ 🗓 |
| 3 | LUTFI RAHMAN<br>198103252006041013   | BADAN KEPEGAWAIAN DAN<br>PENGEMBANGAN SUMBER<br>DAYA MANUSIA | 2020 | <sub>90.00</sub> Klik Ver | TITIKASI — | 86.00 | Boile | A                   | - |              |

|    |          | HANDIKA<br>198602282010011014                    | DAYA MANUSIA   |      |       |       |       |      |               |   |              |
|----|----------|--|--|------|-------|-------|-------|------|---------------|---|--------------|
| 19 | <b>~</b> | DEDY MAHENDRA<br>198603072012121002              | BADAN KEPEGAWAIAN DAN<br>PENGEMBANGAN SUMBER<br>DAYA MANUSIA | 2019 | 83.44 | 82.40 | 83.02 | Baik | Terverifikasi | - | <b>⊘</b> ∕ 🗓 |
| 20 | <b>~</b> | IFO ERFINA DYA<br>ISTANTRI<br>198604042009012004 | BADAN KEPEGAWAIAN DAN<br>PENGEMBANGAN SUMBER<br>DAYA MANUSIA | 2019 | 97.51 | 80.00 | 90.51 | Baik | Terverifikasi | - | <b>୭</b> ∕ 🖺 |

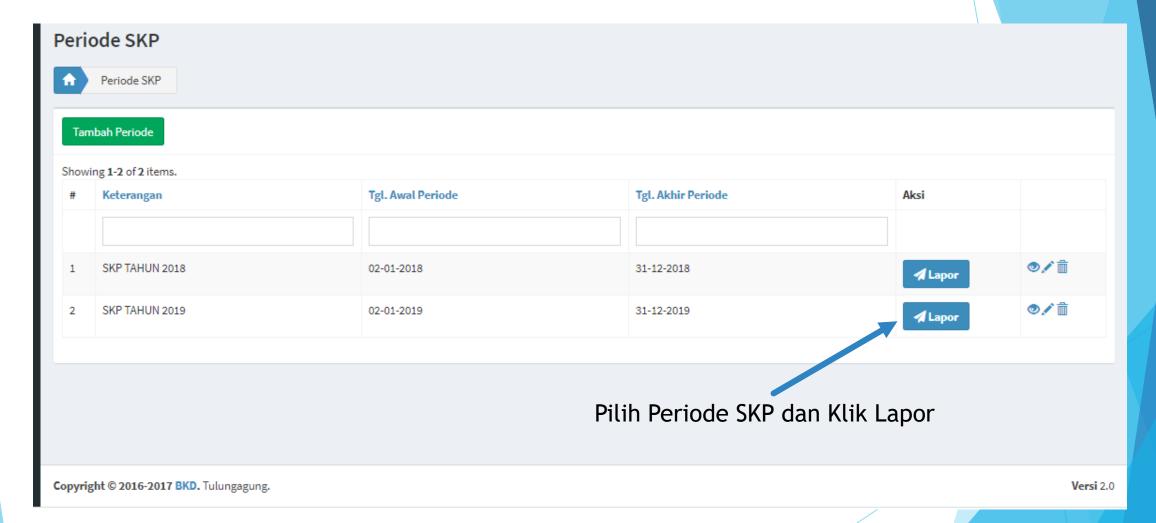
Centang, Pilih Menu Verifikasi, Klik Proses



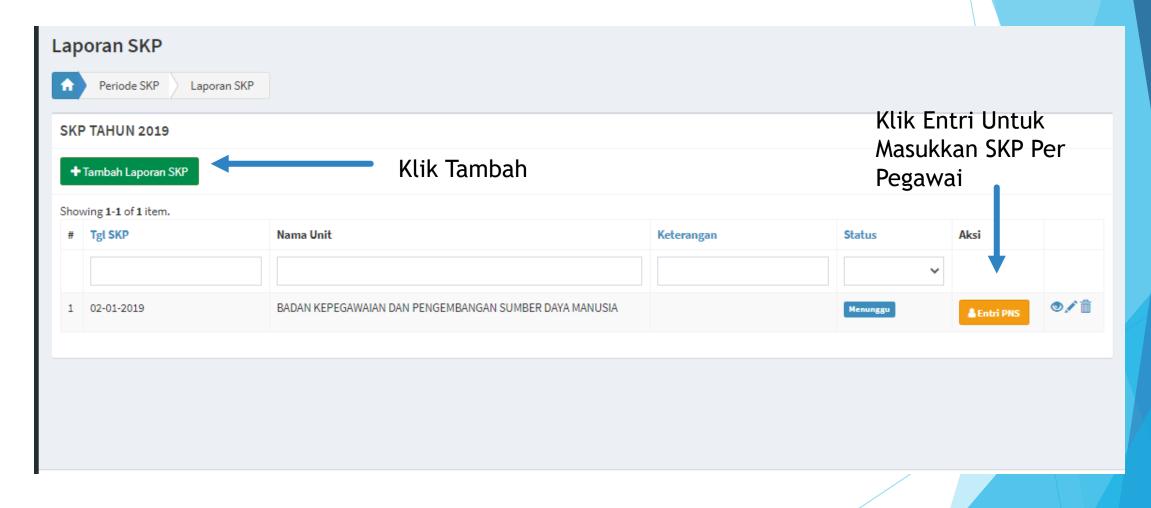
## Pelaporan



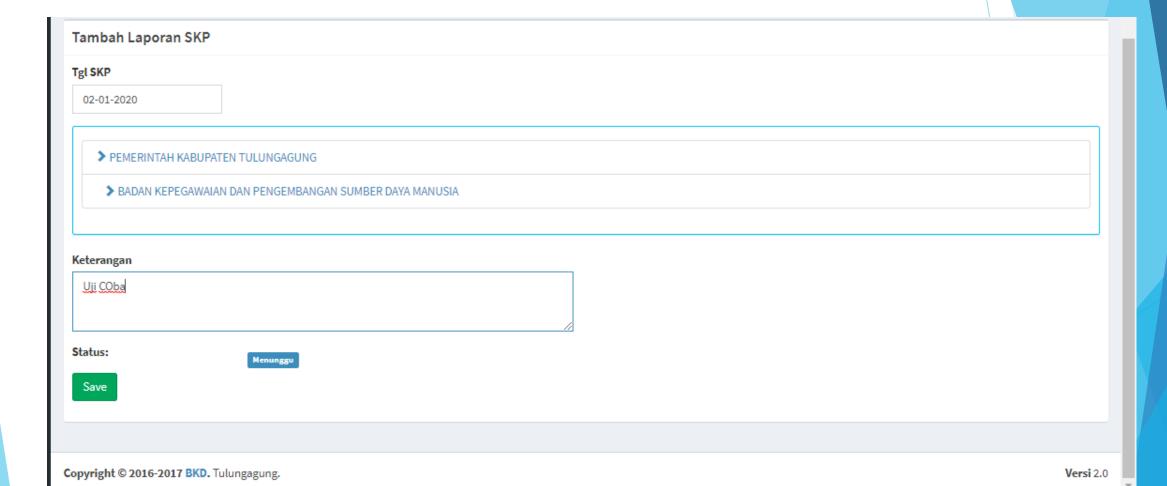
#### Pilih Periode



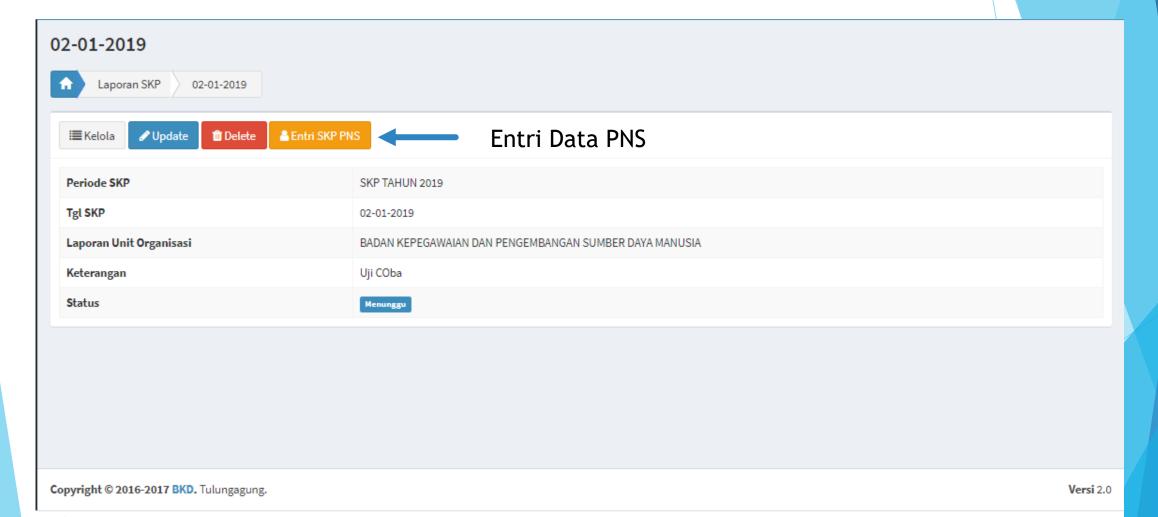
## Tambah Laporan



## Tambah Laporan

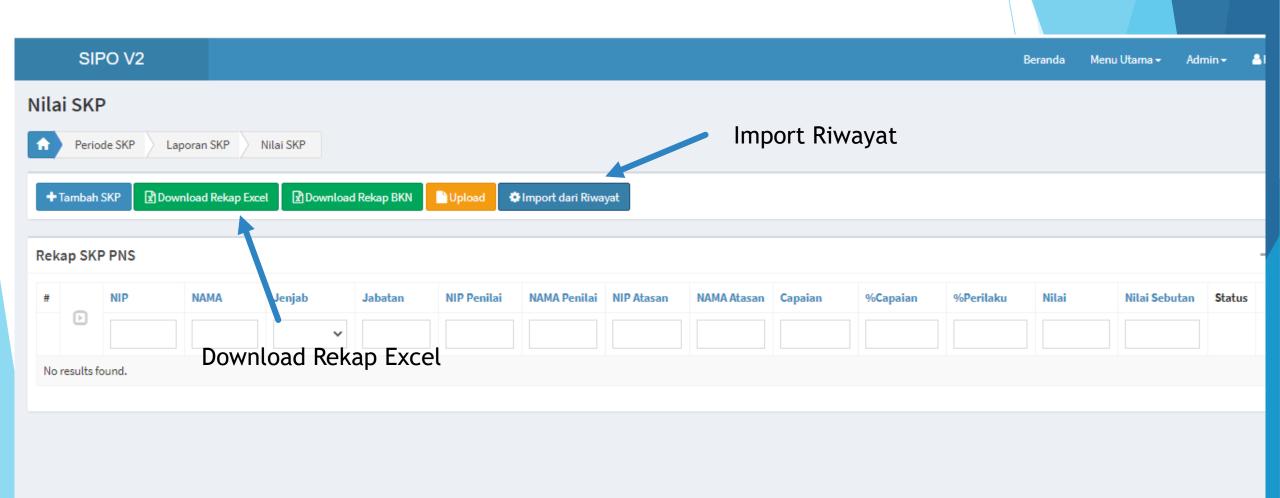


#### Rincian Entrian

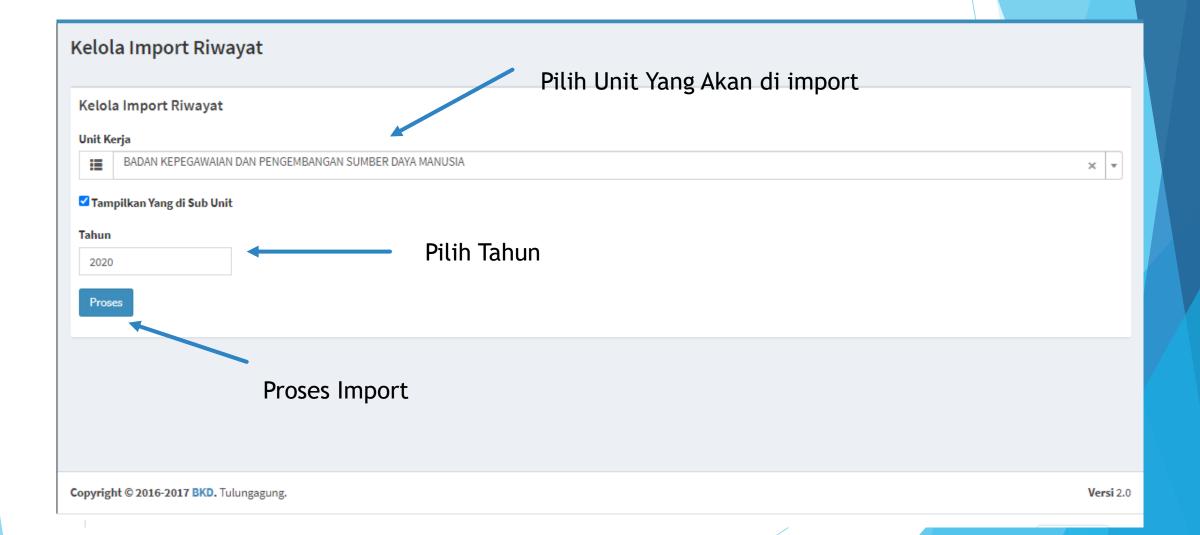


Show all

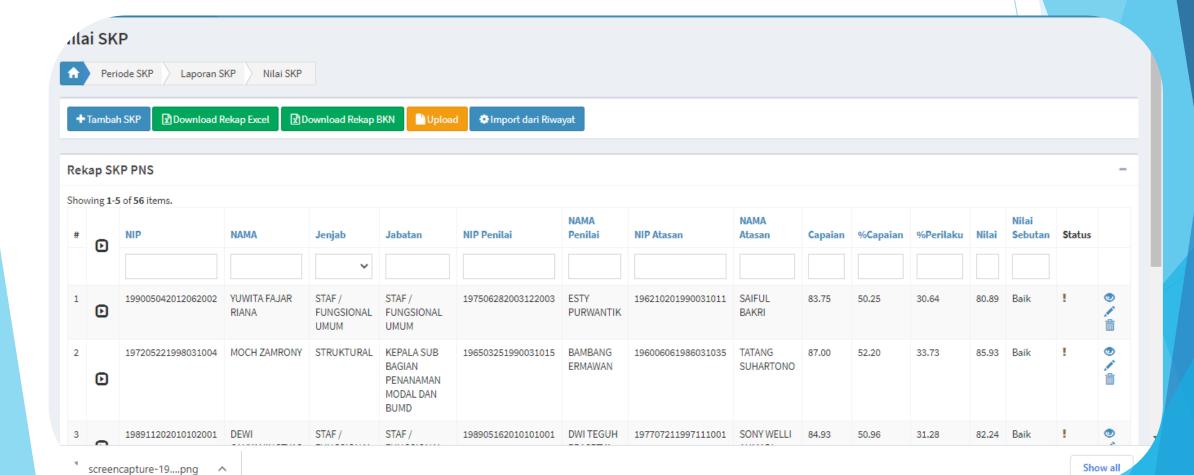
#### IMPORT RIWAYAT



### Form Import



### Hasil Import



### Hasil Import Excel

